

DOI Work Activity U4: Administer Probate on Indian Trust Estate

Program Area:	Indian Trust Fulfillment
End Outcome Goal:	SEO 3 - Fulfill Indian Fiduciary Trust Responsibilities
Intermediate Outcome:	SIO 3.1 – Ownership Information that is Accurate, Timely, and Reliable
DOI Sub process:	3b – Provide direct community services

Examples/Notes:

Work Activity Description: Activity includes all costs associated with processing probate cases and verifying the accuracy of data used to determine appropriate ownership of trust assets for effective probate management, resulting in the elimination of the backlog, and streamlining and improving the probate process as follows:

- ◆ Facilitate probate processing, preparing probate packages for hearings, reviewing probate packages, rendering probate decisions, and distributing trust assets to beneficiaries;
- ◆ Provide estate planning services to Indians and Native Alaskans, such as consultation and reviewing land options, reviewing, preparing and securing wills;
- ◆ Perform probate on trust assets, including attending hearings and gathering family data; and
- ◆ Facilitate oversight, support, and assistance provided to the Department in eliminating the backlog of probate cases effectively to meet asset management and beneficiary service requirements.

Output: Indian trust probates processed	Unit of Measure: Number of Indian trust probates processed
Inputs: Staff time, contractor support, supplies and materials, travel, and IT costs	Cost Drivers: Receipt of death notification, land ownership fractionation, accuracy of trust data, and document processing backlog

System Interfaces: MS Excel, TFAS, Histran, A-17, Stratavision, CSS, LRIS, TAAMS, BIA agency and Tribal Office tracking system, GIS, GIA Land Inventory Database, BIA Ownership Database, ProTRAC

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